

Harry Barovsky Memorial Youth Commission

Regular Meeting Agenda

Monday, October 17, 2016

7:00 P.M.

**City Hall – Multipurpose Room
23825 Stuart Ranch Road**

Call to Order

Roll Call

Pledge of Allegiance

Approval of Agenda

Report on Posting of Agenda – October 13, 2016

1. Presentations

- A. Administration of Oath to appointed Youth Commissioners

2. Written and Oral Communications from the Public and Commissioners

- A. Communications from the Public concerning matters which are not on the agenda but for which the Commission has subject matter jurisdiction. The Commission may not act on these matters at this meeting.
- B. Commissioner reports, comments and inquiries.

3. Consent Calendar

- A. Previously Discussed Items

None.

- B. New Items

- 1. Approval of Minutes – September 19, 2016

Staff recommendation: Approve minutes of the Youth Commission Regular Meeting of September 19, 2016.

Staff contact: Recreation Supervisor Gallo, (310) 456-2489 ext. 363

4. Old Business

A. Membership Structure and Appointment Process

Staff recommendation: Recommend a new structure and appointment process for the 2017-2018 term for City Council consideration.

Staff contact: Recreation Supervisor Gallo, (310) 456-2489 ext. 363

B. Youth Commission Assignments and Event Subcommittees

Staff recommendation: Review assignments, event subcommittees and objectives.

Staff contact: Recreation Supervisor Gallo, (310) 456-2489 ext. 363

5. New Business

A. Trancas Field Workshop

Staff recommendation: Discuss concepts and proposed use for the Trancas Field project.

Staff contact: Recreation Manager Riesgo, (310) 456-2489 ext. 350

B. Youth Commission Haunted Maze and Movie

Staff recommendation: Discuss event elements and Commissioner assignments.

Staff contact: Recreation Supervisor Gallo, (310) 456-2489 ext. 363

C. Meeting Date Adjustments

Staff recommendation: Determine meeting dates for the months of January and February 2017 due to Regular Meeting dates being held on City observed holidays.

Staff contact: Recreation Supervisor Gallo, (310) 456-2489 ext. 363

D. Youth Commission Updates

Staff recommendation: Receive and file.

Staff contact: Recreation Supervisor Gallo, (310) 456-2489 ext. 363

Adjournment

Future Meetings

November 21, 2016	7:00 p.m.	Regular Meeting	City Hall Multipurpose Room
December 19, 2016	7:00 p.m.	Regular Meeting	City Hall Multipurpose Room
January 16, 2017	CANCELLED		
February 20, 2017	CANCELLED		

Guide to the City Commission Proceedings

The Oral Communication portion of the agenda is for members of the public to present items which are not listed on the agenda, but are under the subject matter jurisdiction of the Commission. Although no action may be taken, the Commission and staff will follow up, at an appropriate time, on those items needing response. Each speaker is limited to (3) three minutes. Time may be surrendered by deferring (1) one minute to another speaker, not to exceed a total of (8) eight minutes. The speaker wishing to defer time must be present when the item is heard. In order to be recognized and present an item, each speaker must complete and submit to the Recording Secretary a Request to Speak form prior to the beginning of the item being announced by the Chair (forms are available at the entrance to the meeting room). Speakers are taken in the order slips are submitted.

Items in Consent Calendar Section A have already been considered by the Commission at a previous meeting where the public was invited to comment, after which a decision was made. These items are not subject to public discussion at this meeting because the vote taken at the previous meeting was final. Resolutions concerning decisions made at previous meetings are for the purpose of memorializing the decision to assure the accuracy of the findings, the prior vote, and any conditions imposed.

Items in Consent Calendar Section B have not been discussed previously by the Commission. If discussion is desired, an item may be removed from the Consent Calendar for individual consideration. Commissioners may indicate a negative or abstaining vote on any individual item by so declaring prior to the vote on the motion to adopt the entire Consent Calendar. Items excluded from the Consent Calendar will be taken up by the Commission following the action on the Consent Calendar. The Commission first will take up the items for which public speaker requests have been submitted. Public speakers shall follow the rules as set forth under Oral Communication.

Old Business items have appeared on previous agendas but have either been continued or tabled to this meeting with no final action having been taken. Public comment shall follow the rules as set forth under Oral Communication.

Items in New Business are items which are appearing for the first time for formal action. Public comment shall follow the rules as set forth under Oral Communication.

Copies of the staff reports or other written documentation relating to each item of business described above are on file in the Parks & Recreation Department, Malibu City Hall, 23825 Stuart Ranch Road, Malibu, California and are available for public inspection during regular office hours which are 7:30 a.m. to 5:30 p.m., Monday through Thursday, and 7:30 a.m. to 4:30 p.m., Friday. Written materials distributed to the Commission within 72 hours of the Commission meeting are available for public inspection immediately upon distribution (Government Code Section 54957.5(b)(2)). Copies of staff reports and written materials may be purchased for \$0.10 per page. Pursuant to State law, this agenda was posted at least 72 hours prior to the meeting.

The City Hall phone number is (310) 456-2489. To contact City Hall using a telecommunication device for the deaf (TDD), please call (800) 735-2929 and a California Relay Service operator will assist you. In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact Environmental Sustainability Director Craig George, (310) 456-2489, ext. 229. Notification 48 hours prior to the meeting will enable the City to make reasonable arrangements to ensure accessibility to this meeting. [28 CFR 35.102-35.104 ADD Title II]. Requests for use of audio or video equipment during a Commission meeting should be directed to Alex Montano at (310) 456-2489, ext. 227, or amontano@malibucity.org before 12:00 p.m. on the day of the meeting.

I hereby certify under penalty of perjury, under the laws of the State of California, that the foregoing agenda was posted in accordance with the applicable legal requirements. Dated this 13th day of October 2016.


Katie Gallo, Recreation Supervisor




Youth Commission Agenda Report

Youth Commission
Meeting
10-17-16

Item 3.B.1

To: Members of the Youth Commission

Prepared by: Katie Gallo, Recreation Supervisor 

Approved by: Kristin Riesgo, Recreation Manager 

Date prepared: September 29, 2016 Meeting date: October 17, 2016

Subject: Approval of Minutes

RECOMMENDED ACTION: Approve the minutes for the September 19, 2016 Youth Commission meeting.

DISCUSSION: Staff has prepared draft minutes for the September 19, 2016 Youth Commission meeting. Staff hereby submits the minutes for Commission approval.

ATTACHMENTS: September 19, 2016 Youth Commission meeting draft minutes

MINUTES
HARRY BAROVSKY MEMORIAL
YOUTH COMMISSION
REGULAR MEETING
SEPTEMBER 19, 2016
MALIBU CITY HALL MULTIPURPOSE ROOM
7:00 P.M.

CALL TO ORDER

Commissioner William Kish called the meeting to order at 7:10 p.m.

ROLL CALL

The following persons were recorded in attendance by the Recording Secretary:

PRESENT: Commissioners Collette Aldrich, Rachel DeAngelis, Abby Droeger, Miela Efraim (arrived at 7:26 p.m.), Brayden Ekman, Jaden Fisher, Crystal Graham (arrived at 7:19 p.m.), Katherine Hall, Ryan Janov, Grace Kinyon, Russell Kish, William Kish, Lauren Maischoss, Luca Moore, Sorin Moore, Jennifer Orian, Morgan Perlmutter, Andrew Springer, Travis Springer, Zita Surprenant and Dunya Taylan.

ABSENT: Commissioners Harry Culhane, Quinn Graham, Maximus O'Brien, Cheyenne O'Brien, Tripp Principe, Maximilian Roth, Jade Soufer, Lola Stanley, Alexandra Surprenant and Alana Witting.

ALSO PRESENT: Katie Gallo, Recreation Supervisor, and Kristin Riesgo, Recreation Manager

PLEDGE OF ALLEGIANCE

Commissioner William Kish led the Pledge of Allegiance.

APPROVAL OF AGENDA

MOTION Commissioner Orian moved and Commissioner Zita Surprenant seconded a motion to approve the agenda. The motion carried 19-0, Commissioners Crystal Graham and Efraim absent.

REPORT ON POSTING OF AGENDA

Recreation Supervisor Gallo reported that the agenda for the meeting was properly posted on September 13, 2016.

Commissioner Crystal Graham arrived at 7:19 p.m.

ITEM 1 CEREMONIAL/PRESENTATIONS

Recreation Supervisor Gallo administered the Oath of Office to the Commissioners in attendance.

ITEM 2 WRITTEN AND ORAL COMMUNICATIONS AND COMMISSIONER REPORTS

A. Written and Oral Communications from the Public

None.

B. Commissioner Reports

None.

Commissioner Efraim arrived at 7:26 p.m.

ITEM 3 CONSENT CALENDAR

MOTION Commissioner Zita Surprenant moved and Commissioner Orian seconded a motion to approve the consent calendar. The motion carried 20-0, Commissioners Crystal Graham absent. The consent calendar included the following items:

A. Previously Discussed Items

None.

B. New Items

1. Approval of Minutes – May 16, 2016

ITEM 4 OLD BUSINESS

None.

Commissioner Graham left the meeting at 7:35 p.m.

ITEM 5 NEW BUSINESS

A. Election of the Youth Commission Executive Board and Chair position for the 2016-2017 term

Staff recommendation: 1) Nominate and elect a five member Executive Board; and 2) nominate and elect a Chair from the Executive Board for the 2016-2017 term.

Staff discussed the City Council Resolution No. 13-32 and explained the purpose of the Executive Board, including the definition of a quorum.

Commissioners who expressed interest in serving on the board included: Zita Surprenant, William Kish, Aldrich, Droeger, Orian, Hall, Sorin Moore, DeAngelis, Russell Kish and Perlmutter. Each Commissioner gave a speech to the group about their qualifications and desire to be on the Executive Board.

After hearing the speeches, the Commissioners voted for the five member Executive Board.

Commissioners voted on the slate of nominees to serve on the Executive Board which included: Zita Surprenant, William Kish, Hall, Orian and Sorin Moore.

From the Executive Board, the Commission by acclamation elected Zita Surprenant as the Chair and William Kish as the Vice Chair for the 2016-2017 term.

B. Youth Commission Council Assignments and Event Subcommittees

Staff recommendation: Review assignments and appoint members to Event Subcommittees.

Staff reported that at the June 13, 2016 City Council meeting, the Council approved the Youth Commission Assignments for Fiscal Year 2016-2017. In an effort to complete the assignments, Commissioners will serve on an Event Subcommittee during their term with Executive Board members serving as Subcommittee chairs.

Staff stated that Subcommittees for the 2016-2017 term shall include:

- Haunted Maze and Movie Subcommittee
- Teen Film Festival Subcommittee
- Teen Music Festival Subcommittee
- Teen Art Festival Subcommittee

Commissioners volunteered to serve on subcommittees and discussed upcoming programs and events.

The Halloween Maze and Movie Subcommittee of: Sorin Moore, Ekman, Janov, Maischoss, Taylan, Fisher, Andrew Springer and Travis Springer stated it would focus on the following assignments: provide 30 hours of volunteer service, coordinate a teen movie night which will benefit a non-profit organization, review opportunities for teen outreach, communication, City projects and environmental awareness through social media.

The Film Festival Subcommittee of: Zita Surprenant, William Kish, Russell Kish, Efraim, DeAngelis and Perlmutter stated it would focus on the following assignments: provide 30 hours of volunteer service, research opportunities for teens to engage in multimedia or arts programs through a Youth Commission-sponsored event, collaborate with Malibu community groups to organize opportunities for teen outreach programs and evaluate methods of communication for youth-oriented programs.

The Music Festival Subcommittee of: Hall, Orian, Droeger, Kinyon and Luca Moore stated it would focus on the following assignments: provide 30 hours of volunteer service, coordinate and conduct the annual Teen Music Festival event, formerly named Battle of the Bands, and conduct an end of year review for each of the events.

The Art Festival Subcommittee of: Hall, Orian and Aldrich stated it would focus on the following assignments: provide 30 hours of volunteer service, meet with members of the Cultural Arts Commission to showcase middle school and high school student's artwork, coordinate and conduct the Art Festival in partnership with the Music Festival.

Chair Zita Surprenant suggested that Commissioners who were not in attendance should be added to the subcommittees with the least amount of people.

C. Membership Structure and Appointment Process

Staff recommendation: Review and evaluate the structure of the Youth Commission membership and appointment process.

Staff reported the City Council assignment for the Commission to review and evaluate the structure of the Youth Commission membership and appointment process. The Youth Commission received samples of the application process of other youth oriented commissions and groups to consider.

Chair Zita Surprenant suggested not to require a minimum grade point average in order to not exclude anyone from participating.

Commissioner Janov discussed applicants providing a record of community volunteer hours with their application.

Commissioner Andrew Springer recommended a punch card system for Commissioners to use at events and meetings to log attendance.

Commissioner Aldrich stated she was not in favor of an interview process, but suggested an option for applicants to submit a film that includes information about why they would like to serve on the Commission and possibly answering specific questions.

Commissioner Hall was supportive of a formal interview with elected officials.

Vice Chair William Kish suggested priority be given to applicants who attend the City Council meeting and speak to elected officials about their intent to serve on the Youth Commission.

Commissioner Orian suggested applicants create a video to express themselves and to create a maximum number of members allotted for the Youth Commission.

Commissioner Aldrich questioned whether absences from meetings could be excused for sports, sickness etc.

Chair Zita Surprenant requested the Commission to evaluate the ideas presented at the meeting and discuss them at the October meeting.

CONSENSUS

By consensus, the Commission continued the item to the October 17, 2016 Regular meeting.

D. Youth Commission Updates

Staff recommendation: Receive and file.

Staff reported information on the Commission's meeting schedule (3rd Monday of each month), volunteer opportunities, Youth Commission upcoming special events for the fall 2016 season and upcoming City sponsored programs and events.

ADJOURNMENT

MOTION At 8:18 p.m., Commissioner Aldrich moved and Commissioner Sorin Moore seconded a motion to adjourn. The motion carried 20-0, Commissioner Crystal Graham absent.

Approved and adopted by the Harry Barovsky Memorial Youth Commission of the City of Malibu on October 17, 2016.

ZITA SURPRENANT, Chair

ATTEST:

KATIE GALLO, Recreation Supervisor



Youth Commission Agenda Report

Youth Commission
Meeting
10-17-16

Item 4.A.

To: Members of the Youth Commission

Prepared by: Katie Gallo, Recreation Supervisor *KG*

Approved by: Kristin Riesgo, Recreation Manager *KR*

Date prepared: October 10, 2016 Meeting date: October 17, 2016

Subject: Membership Structure and Appointment Process

RECOMMENDED ACTION: Recommend a new structure and appointment process for the 2017-2018 term for City Council consideration.

DISCUSSION: At the June 13, 2016 City Council meeting, the Council assigned the Youth Commission the task to review and evaluate the structure of the Youth Commission membership and appointment process.

At the September 19, 2016 Youth Commission meeting, the Commission discussed the current appointment and application process which includes a one page application. The Youth Commission also received samples of the application process of other youth oriented commissions and groups to consider.

After reviewing the information, the Commissioners suggested setting a maximum number of applicants to be appointed to the Commission. The Commission also discussed requiring applicants to take part in an interview process with a government official or submit a short film answering specific questions.

The Commission is expected to make a recommendation at the November 14, 2016 City Council meeting.

ATTACHMENTS: None



Youth Commission Agenda Report

Youth Commission
Meeting
10-17-16

Item 4.B.

To: Members of the Youth Commission

Prepared by: Katie Gallo, Recreation Supervisor *KG*

Approved by: Kristin Riesgo, Recreation Manager *KR*

Date prepared: October 10, 2016 Meeting date: October 17, 2016

Subject: Youth Commission Assignments and Event Subcommittees

RECOMMENDED ACTION: Review assignments, event subcommittees and objectives.

DISCUSSION: The Commission is tasked by the City Council to complete various assignments during the 2016-2017 term. Event Subcommittees were established at the Youth Commission's Regular Meeting on September 19, 2016.

Teen Haunted Maze and Movie Committee: Ekman, Fisher, Janov, Maischoss, Sorin Moore, Andrew Springer, Travis Springer and Taylan.

The Halloween Committee will focus on the following assignments: provide 30 hours of volunteer service, coordinate a teen movie night which will benefit a non-profit organization, review opportunities for teen outreach, communication, City projects and environmental awareness through social media.

Teen Film Festival Committee: DeAngelis, Efraim, Russell Kish, William Kish, Perlmutter, Alexandra Surprenant and Zita Surprenant.

The Film Festival Committee will focus on the following assignments: research opportunities for teens to engage in multimedia or arts programs through a Youth Commission-sponsored event, provide 30 hours of volunteer service, collaborate with Malibu community groups to organize opportunities for teen outreach programs and evaluate methods of communication for youth-oriented programs.

Teen Music Festival Committee: Aldrich, Culhane, Crystal Graham, Quinn Graham, Hall, Orian, Principe, Stanley and Witting.

The Music Festival Committee will focus on the following assignments: provide 30 hours of volunteer service, coordinate and conduct the annual Teen Music Festival event, formerly named Battle of the Bands, and conduct an end of year review for each of the events.

Teen Art Festival Committee: Droeger, Hall, Kinyon, Luca Moore, Cheyenne O'Brien,

Maximus O'Brien, Orian, Roth and Soufer.

The Art Festival Committee will focus on the following assignments: provide 30 hours of volunteer service, meet with members of the Cultural Arts Commission to showcase middle school and high school student's artwork, coordinate and conduct the Art Festival in partnership with the Music Festival.

The Subcommittees may meet on their own terms and are requested to report back to the Commission on their status and progress each month. Subcommittees will make recommendations to the Executive Board for final approval.

ATTACHMENTS: None



Youth Commission Agenda Report

Youth Commission
Meeting
10-17-16

Item 5.A.

To: Members of the Youth Commission

Prepared by: Katie Gallo, Recreation Supervisor *KG*

Approved by: Kristin Riesgo, Recreation Manager *KR*

Date prepared: October 13, 2016 Meeting date: October 17, 2016

Subject: Trancas Field Workshop

RECOMMENDED ACTION: Discuss park concepts for Trancas Field and provide feedback to staff.

DISCUSSION: On August 8, 2016, the City Council approved the purchase of approximately 35 acres of land at Trancas Canyon Road and Pacific Coast Highway, commonly known as Trancas Field. The City Council directed the Parks and Recreation Commission to provide a community outreach plan to gather input about the best use of the site.

The Parks and Recreation Commission discussed successful approaches for community input and felt it was important to include the Youth Commission in the process due to the positive impact they had with the Malibu Bluffs Regional Parkland workshop.

The City Council approved the Youth Commission's involvement and requested staff to conduct a teen and youth community workshop on October 17, 2016.

Staff will be collecting ideas and feedback from teen and youth community members to begin analyzing priorities and concepts for the park planning phase.

ATTACHMENTS: Trancas Field Map

**Trancas Field
Property**

Pacific Coast Highway

Trancas Canyon Road





Youth Commission Agenda Report

Youth Commission
Meeting
10-17-16

Item 5.B.

To: Members of the Youth Commission

Prepared by: Katie Gallo, Recreation Supervisor *Ky*

Approved by: Kristin Riesgo, Recreation Manager *KR*

Date prepared: October 13, 2016 Meeting date: October 17, 2016

Subject: Youth Commission Haunted Maze and Movie

RECOMMENDED ACTION: Discuss event elements and Commissioner assignments.

DISCUSSION: Since 2012, the Youth Commission has hosted the annual Haunted Maze and Movie event. This year the Commission's organization of the event will fulfill City Council's assignment to coordinate a teen movie night to benefit a nonprofit organization.

At the September 19, 2016 Youth Commission meeting, the Halloween subcommittee was established to include Commissioners Ekman, Fisher, Janov, Maischoss, Sorin Moore, Andrew Springer, Travis Springer and Taylan.

Event elements will include an inflatable maze from 5:00 to 6:30 p.m. and a screening of the movie "Frankenweenie" beginning at sunset. Maze admission is \$5 per person or attendees may bring three canned food items in exchange for free admission. Donations will be given to Malibu High School's Thanksgiving Baskets program. Admission to the movie is free.

Commissioners may volunteer for event preparation at Malibu Bluffs Park on Thursday, October 20, 2016 from 3:30 to 5:30 p.m. or to work the event on Friday, October 21, 2016 from 4:00 to 8:00 p.m. Commissioners should each select their involvement which may include the following event activities: set-up, clean-up, marketing, costumes and props and the design of the haunted maze.

ATTACHMENTS: None



Youth Commission Agenda Report

Youth Commission
Meeting
10-17-16

**Item
5.C.**

To: Members of the Youth Commission

Prepared by: Katie Gallo, Recreation Supervisor *Ky*

Approved by: Kristin Riesgo, Recreation Manager *K*

Date prepared: October 13, 2016

Meeting date: October 17, 2016

Subject: Meeting Date Adjustments

RECOMMENDED ACTION: Determine meeting dates for the months of January and February 2017 due to Regular Meeting dates being held on observed holidays.

DISCUSSION: The Commission's Regular Meeting date takes place on the third Monday of each month. There are conflicts with observed holidays and scheduled Commission Meetings on January 16, 2017 and February 20, 2017.

The Commission may choose new dates and reschedule the meetings in January and February 2017.

ATTACHMENTS: None



Youth Commission Agenda Report

Youth Commission
Meeting
10-17-16

Item 5.D.

To: Members of the Youth Commission

Prepared by: Katie Gallo, Recreation Supervisor *KG*

Approved by: Kristin Riesgo, Recreation Manager *KR*

Date prepared: October 10, 2016 Meeting date: October 17, 2016

Subject: Youth Commission Updates

RECOMMENDED ACTION: Receive and file updates on upcoming events and volunteer opportunities.

DISCUSSION: The list below details upcoming events and volunteer opportunities for the Youth Commission or City.

- Youth Commission Meetings are held on the third Monday of each month at 7:00 p.m. September – June. The next Regular meeting will be held on Monday, November 21, 2016, 7:00 p.m. at Malibu City Hall. Meetings are rescheduled during holidays or school breaks (SMMUSD).
- Youth Commission Events: Commissioners are requested to attend and assist with coordinating: Haunted Maze and Movie scheduled for Friday, October 21, 4:00 to 7:30 p.m. at Malibu Bluffs Park.
- Volunteer Opportunities: if you are interested in volunteering at any of the events listed contact Kristin Riesgo (310) 456-2489 ext. 350 or kriesgo@malibucity.org. All volunteers must have a registration card on file.
 - Halloween Carnival: Friday, October 28, 1:00 to 6:00 p.m. at Malibu Bluffs Park
 - Adopt a Park Day: Saturday, November 12, 9:00 a.m. to 1:00 p.m. at Legacy Park
 - Cars and Coffee: Sunday, October 23 and November 13, 7:00 to 9:00 a.m. at Malibu Bluffs Park
- City Programs and Events
 - Library Speaker Series, Susan Casey: Wednesday, November 2, 7:00 p.m. at the Malibu Library

ATTACHMENTS: None